

# *Quick Facts for Exhibitors*

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## *6<sup>th</sup> Annual Army Force Health Protection Conference*

### **Dates & Location**

August 11-17, 2003

Albuquerque Convention Center, Albuquerque, New Mexico

**Exhibitor Move-In** – *Please note, the following times are tentative and may be changed to encourage greater attendance at the exhibits.*

Monday or Tuesday, August 11 or 12. No later than 9:30 am, August 12, 2003.

### **Show Dates**

Tuesday, August 12, 11:00-3:00

**\*Vendor Sponsored Luncheon for Attendees and Vendors on**

**Tuesday from 11 AM to 200 PM in the Exhibit Hall Area\***

Wednesday, August 13, 10:30-2:30

### **Dismantle**

Wednesday, August 13, After 2:30 pm

### **Exhibitor Package Includes-**

- Single 10' x 10' booth
- 8' high back wall drape and 3' high side drape
- One 7" x 44" identification sign
- (1) 8' draped table
- (2) Matrix chairs
- (1) Wastebasket with liner
- Carpet for Booth Space

### **Exhibitor Reservation**

Contact Ms. Susan Philips (410) 544-4949 or email [sp@nmr1.com](mailto:sp@nmr1.com) for additional information.

# ***Exhibit Hall Rules and Regulations***



## **6th Annual Army Force Health Protection Conference**

### **Exhibitor Registration and Badges**

All exhibitor booth personnel are registered in advance when the exhibit booth contract is submitted.

Exhibitors are entitled to complimentary badges for each 10' x 10' booth package. Exhibit booths must be manned during all open Exhibit Hall 2003 hours.

Exhibitors are encouraged to attend any conference sessions.

### **Cancellation**

Cancellations or reductions in booth space must be made in writing and postmarked or faxed by August 1, 2003. Amounts paid by the exhibitor will be refunded minus the \$40 non-refundable application-processing fee. No refund will be made if cancellation or reduction of booth space is postmarked after August 1, 2003.

### **Respect to Other Exhibitors**

Exhibitors are not permitted to distribute promotional material, samples, catalogues, pamphlets, or publicity, except in the exhibitor's space. Exhibitors are not permitted to enter into another exhibitor's booth without permission of that exhibitor, nor are exhibitors allowed to photograph or examine another exhibitor's booth without permission of that exhibitor.

### **Union Agreements**

Exhibitors must abide by all agreements made between the unions. U.S. Army Center for Health Promotion and Preventive Medicine, or its agents, pertaining to the use of union labor at all times in the Exhibit Hall.

### **Tentative Exhibit Dates and Hours**

#### **Exhibitor Move-In**

**Monday, August 11**

1:00 pm to 6:00 pm

#### **Show Hours**

**Tuesday, August 12**

11:00 am to 3:00 pm

**Wednesday, August 13**

10:30-2:30 pm

#### **Dismantle**

After 2:30 pm

### **To Receive Additional Information**

Call Ms. Susan Philips,  
(410) 544-4949, or email  
[sp@nmrl.com](mailto:sp@nmrl.com).

**Visit the conference Website at <http://chppm-www.apgea.army.mil/FHP>**